



Students Requesting to Take College Credit Plus Classes off Campus and/or Late Arrival

The position of the Miami Valley Career Technology Center is that we do not recommend students take any College Credit Plus classes that would require them to arrive to or leave school outside of normal hours. Our experience is that students do not do well splitting their time between the two geographic learning locations and they miss valuable learning opportunities. Students who wish to take this course of action are advised:

1. Students are expected to be at MVCTC on time and will not be dismissed early from their MVCTC scheduled classes. Students arriving after 8:05 and/or leaving before 2:30 must check-in at the office upon arrival before reporting to class.
2. Snow delays, pep assemblies, early releases, etc., may affect the school time schedule. Students are still expected to attend MVCTC during the required periods without being tardy or being released early. The regular bell schedule and two-hour delay schedule are available at <http://www.mvctc.com> (choose Current Students, Student Handbook).
3. Students are required to provide their own transportation. If a student's vehicle breaks down the student is still required to find transportation and attend MVCTC without being tardy or leaving class early.
4. There are no "trial runs", and once the student's schedule has been changed and the school year begins, the student may not opt to attend MVCTC for the full day.
5. The student's parent/guardian accepts responsibility for ensuring that the student's graduation requirements are in order.
6. Prior to the beginning of each semester, the student must inform his/her counselor and the CCP coordinator of the student's CCP schedule.

We have read the above and understand the concerns stated by the MVCTC.

MVCTC ID

Student's **Printed Name and Signature**

Date

Parent's/Guardian's Signature

Date

I acknowledge the student's request to take College Credit Plus classes off the campus of MVCTC and will process the request.

MVCTC Guidance Counselor's Signature

Date

Charles L. Brads, Academics Supervisor, (937) 854-6380

Date

REV 03/26/2025